

**Request for Adjudication on Outstanding Citations**

**\*\*\*Download form, complete, save to desktop, and attach to email for submission\*\*\***

Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Current address: \_\_\_\_\_  
City, State, Zip code: \_\_\_\_\_  
Date of birth: \_\_\_\_\_ Drivers' License no: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Were you involved in an accident? : \_\_\_\_\_

Citation Numbers	Original/Missed Court Date

Current Ticket Status: FTA: \_\_\_\_\_ Warrant: \_\_\_\_\_ DDS: \_\_\_\_\_

**Amnesty Cases:** Do **NOT** select a date of appearance. You will be notified of your assigned date and time.  
Date of Appearance: \_\_\_\_\_

I understand that I have unpaid tickets in this court, which are currently in Failure to Appear status (FTA) or that a warrant has been issued for my arrest because of my failure to appear for court. I understand that I may have received a notice from the Department of Driver Services (DDS) that my driver's license has been or will be suspended because of unresolved or unpaid traffic citation with this Court.

I understand that this is not a trial date, but I will have the opportunity to appear before a judge to determine the future of my pending case(s).

I understand that the judge may, but is not required to allow me to enter a plea to dispose of this case.

I understand that if in the Court's discretion, a sentence of probation is imposed, then it will be for a term not to exceed twelve months and the release of the suspension in effect with the DDS will be given when I am placed on probation or pay in full today.

This document is your **notice** for court on the date selected. Court will be held at 3630 Camp Circle, Decatur, GA 30032.

➤ **Your hearing is at 9:00 am and you must arrive at 8:30 am at the Burgess Building**

The date selected must be **at least 48 hours** from time of submission. If you fail to appear and formally plea, a bench warrant may issue for your arrest. If your license is suspended for failure to appear and you plead NOT GUILTY, then any driver's license suspension currently in effect will remain in place for as long as the case is opened. **Amnesty cases** will be notified by phone/email of their assigned date and time of appearance. Sign up for text/email notifications at [www.courtinnovations.com/GADCSC](http://www.courtinnovations.com/GADCSC). If you have an attorney it is your responsibility to provide them with notice of your appearance.

\_\_\_\_\_  
Verifier/Service Representative

Notes: \_\_\_\_\_

**Office Use Only:**  
State  Magistrate  \*\*Court Date: \_\_\_\_\_ Court Time: \_\_\_\_\_ Division: \_\_\_\_\_